



CDSS

WILL LIGHTBOURNE
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES



EDMUND G. BROWN JR.
GOVERNOR

January 9, 2015

ALL COUNTY LETTER NO. 15-02

REASON FOR THIS TRANSMITTAL

- State Law Change
- Federal Law or Regulation Change
- Court Order
- Clarification Requested by One or More Counties
- Initiated by CDSS

TO: ALL COUNTY WELFARE DIRECTORS
ALL CALWORKS PROGRAM SPECIALISTS
ALL CONSORTIUM PROJECT MANAGERS
ALL COUNTY INCOME AND ELIGIBILITY VERIFICATION
SYSTEMS COORDINATORS

SUBJECT: CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO
KIDS (CaIWORKs) PROGRAM: SENATE BILL (SB) 1041 WELFARE-
TO-WORK (WTW) 24-MONTH TIME CLOCK 20 PERCENT
EXTENSION METHODOLOGY AND TARGET ESTIMATES BY
COUNTY

REFERENCES: SENATE BILL (SB) 1041 (CHAPTER 47, STATUTES OF 2012), ALL
COUNTY LETTERS (ACLs) [12-67](#), [12-69](#), [13-15](#), [13-68](#), [14-09](#),
15-01, 15-03; WELFARE AND INSTITUTIONS CODE (WIC)
SECTIONS [11322.86](#), [11322.87](#); MANUAL OF POLICIES AND
PROCEDURES (MPP) SECTIONS [42-301.1](#), [42-302.1](#), [42-302.2](#).

The purpose of this ACL is to provide County Welfare Departments (CWDs) with the methodology used and target number of extensions estimated for the WTW 24-Month Time Clock.

WTW 24-Month Time Clock background

SB 1041, signed into law on June 27, 2012, established the WTW 24-Month Time Clock. ACL 12-67, dated December 21, 2012, implemented the WTW 24-Month Time Clock and provided instructions on how it should be applied by the CWDs. In the months following, several ACLs were released including ACL 14-09, dated February 5, 2014, which provided initial information and instructions relative to the WTW 24-Month Time Clock 20 percent methodology and extensions.

Extensions to the WTW 24-Month Time Clock and 20 percent extension methodology

Pursuant to WIC sections 11322.86 and 11322.87, a client subject to the WTW 24-Month Time Clock who still has time remaining on the CalWORKs 48-month time limit and is unlikely to meet CalWORKs federal standards, may request an extension to the WTW 24-Month Time Clock. The client may present evidence to the CWD that he or she meets any of the following circumstances:

- The client is likely to obtain employment within six months;
- The client has encountered unique labor market barriers temporarily preventing employment, and therefore needs additional time to obtain employment;
- The client has achieved satisfactory progress in an educational or treatment program, including adult basic education, vocational education, or a self-initiated program that has a known graduation, transfer, or completion date that would meaningfully increase the likelihood of his or her employment;
- The client needs an additional period of time to complete a WTW activity specified in his or her WTW case plan due to a diagnosed learning or other disability, so as to meaningfully increase the likelihood of his or her employment;
- The client has submitted an application to receive Supplemental Security Income disability benefits, and a hearing date has been established;
- Other circumstances as determined by the CDSS.

Instructions regarding extensions to the WTW 24-Month Time Clock, including clarification of extension criteria, determination process, and reevaluations was issued in ACL 15-01 dated January 9, 2015. Instructions regarding the process for CWDs to begin transitioning clients from WTW 24-Month Time Clock participation (CalWORKs minimum standards) to the post WTW 24-Month Time Clock CalWORKs federal standards was issued in ACL 15-03 also dated January 9, 2015. Initial guidance on the topic of extensions was issued in ACL 14-09.

ACL 14-09 states that the California Department of Social Services (CDSS) will notify each CWD of the target number of extensions in its caseload for the period starting January 2015 through June 2015. Using data reported in the Welfare Data Tracking Implementation Project (WDTIP) system, the CDSS will look at each CWD's Assistance Units (AUs) with active WTW 24-Month Time Clocks. The CDSS will calculate the 20 percent extension target based on the number of WTW cases meeting all of the following conditions:

- All adult members are expected to reach the end of their WTW 24-Month Time Clock between January 2015 and June 2015; and
- They will not exhaust their CalWORKs 48-Month Time Limit during that six-month period.

Based on the results of the WDTIP data analysis, the CDSS will provide the anticipated number of cases that are expected to exhaust their WTW 24-Month Time Clock and meet the conditions described above for each CWD as well as the 20 percent estimate for the upcoming six-month period. The 20 percent target numbers are rounded up for all CWDs so that each with at least one active case has the ability to provide an extension, if possible.

All CWDs will be given their WTW 24-Month Time Clock 20 percent target estimates in a similar manner on a semiannual basis each December and June. Throughout each six month period, the CDSS will monitor and work with counties on the application of the extension criteria and any factors that may be influencing the number of individuals qualifying for an extension. Every six months, the CDSS shall review the actual number of extensions that were granted in each county and engage in discussions as appropriate, especially if any CWD's actual experience differs significantly from the estimated figure.

Attachment A provides the base population that meets the conditions noted above and the corresponding number of available 20 percent extensions in each CWD for the period from January 2015 through June 2015.

If a CWD disagrees or has better data to support different target figures, the CWD shall submit data and arguments to SB104120Percent@dss.ca.gov, within thirty days of the release of this ACL.

This ACL and other CDSS Letters and Notices are available on the internet at: <http://www.dss.cahwnet.gov/lettersnotices/default.htm>.

If you have any questions concerning this letter, please contact SB104120Percent@dss.ca.gov or call Kären Dickerson at (916) 654-1322.

Sincerely,

Original Document Signed By:

TODD R. BLAND
Deputy Director
Welfare to Work Division

Attachment

Attachment A**County Welfare Department 20 Percent Extension Targets for January –June 2015
(Based on November 2014 data)**

County Name	WTW 24-Month Time Clock Base Population (AUs)	20 Percent Extension Target (AUs rounding up)
Alameda	132	27
Alpine	0	0
Amador	0	0
Butte	0	0
Calaveras	3	1
Colusa	2	1
Contra Costa	24	5
Del Norte	0	0
El Dorado	1	1
Fresno	181	37
Glenn	0	0
Humboldt	0	0
Imperial	15	3
Inyo	0	0
Kern	3	1
Kings	10	2
Lake	1	1
Lassen	2	1
Los Angeles	268	54
Madera	4	1
Marin	1	1
Mariposa	1	1
Mendocino	3	1
Merced	4	1
Modoc	0	0
Mono	0	0
Monterey	0	0
Napa	0	0

County Name	WTW 24-Month Time Clock Base Population (AUs)	20 Percent Extension Target (AUs rounding up)
Nevada	0	0
Orange	10	2
Placer	2	1
Plumas	2	1
Riverside	62	13
Sacramento	253	51
San Benito	3	1
San Bernardino	21	5
San Diego	127	26
San Francisco	7	2
San Joaquin	36	8
San Luis Obispo	6	2
San Mateo	2	1
Santa Barbara	11	3
Santa Clara	12	3
Santa Cruz	4	1
Shasta	3	1
Sierra	0	0
Siskiyou	3	1
Solano	25	5
Sonoma	3	1
Stanislaus	81	17
Sutter	7	2
Tehema	0	0
Trinity	1	1
Tulare	170	34
Tuolumne	0	0
Ventura	16	4
Yolo	3	1
Yuba	3	1
Statewide total	1528	327